



**State  
Police**

**KATHY HOCHUL**  
Governor

**STEVEN A. NIGRELLI**  
Acting Superintendent

**POSTING DATE: 03/16/2023**

**APPLICATION DUE BY: 04/06/2023**

**Title:** Auditor 1  
Starting Salary: \$61,270.00

**Location:** Division Headquarters – Commercial Gaming Unit  
Albany, New York 12226  
Albany County

**Salary Grade:** 18

**Employment Type:** Full-Time

**Work Days:** Monday through Friday

**Union Representation:** PS&T

**DUTIES:**

- Conduct financial portion of Commercial Casino suitability assessment background investigations on persons and corporations for gaming licensing.
- Conduct other investigative functions as directed involving the tracing of financial transactions and financial audits. Based on the specifics of the investigations, advise investigative staff what books, records and documents would be needed to establish case specific elements.
- Travel as necessary to gaming facilities and applicant locations within and outside New York State.
- Assist the Associate Auditor in the financial administration of the Commercial Casino Unit, including but not limited to, the following:
- Preparation of the Commercial Casino Detail's budget including Personal Service and Non-Personal Service Schedules.
- Assist with the training of newly appointed staff.
- Provide assistance as needed to Members of the Commercial Casino Detail.
- Complete additional tasks as assigned by Commercial Casino Detail Supervisors.

## **MINIMUM QUALIFICATIONS:**

- Bachelor's Degree including or supplemented by 24 semester credit hours in accounting, auditing and/or taxation courses and three years of full time professional experience in accounting/auditing or financial internal or field accounting, responsible for the full range of activities in the design and/or review, analysis and management of accounting systems, resulting in the preparation of, or recommendations on, financial statements in accord with generally accepted accounting principles; or two years of full time experience as described above.

OR

- A Master's Degree in Accounting and two years of full-time professional experience in accounting/auditing or financial internal or field accounting, responsible for the full range of activities in the design and/or review, analysis and management of accounting systems, resulting in the preparation of, or recommendations on, financial statements in accord with generally accepted accounting principles; or one year of full time experience as described above.

Please note: A valid Certified Public Accountant license and registration issued by the State of New York can be substituted for full time experience.

Resumes will be evaluated to determine whether candidates will proceed to the interview phase of the process.

This position does not require that the candidate has taken and passed a NYS Civil Service examination, or currently holds a qualifying position within the NYS Civil Service System. This position will be filled through a resume review and interview process.

## **HOW TO APPLY:**

Kindly send a letter of intent, complete resume, and transcripts to:

**Email:** [personnelresumes@troopers.ny.gov](mailto:personnelresumes@troopers.ny.gov)

**Place in the Subject line:** *Attention: Non-Sworn Hiring Unit*